



Ratanpur Steel Re-Rolling Mills Ltd.

Registered Office: Nahar Mansion, 116 CDA Avenue, Muradpur, Chittagong.

Phone: +880 31 652255-7, Fax: +880 31 650001.

Share Office: 291, Fakirerpool (Jamindar Bari), Apt # B-9, Inner-Circular Road, Arambagh,

Dhaka-1000. Phone: +880 2 7195840-1, Fax: +880 2 7191745,

Email: sharedept@rsrmbd.com, Website: www.rsrmbd.com

NOTICE OF THE 34th ANNUAL GENERAL MEETING

It is hereby NOTICE that the 34th Annual General Meeting (AGM) of the Ratanpur Steel Re-Rolling Mills Ltd. will be held on 29th December, 2019 at 11.00.A.M. at Shaheen Golf & Country Club, Airport Road, Patenga, Chittagong, to transact the following agenda:

AGENDA

1. To Consideration and adoption of the Directors' Report and the Audited Financial Statements of the company for the year ended June 30, 2019;
2. To approve declared dividend for the year ended June 30, 2019 as recommended by Board of Directors;
3. Retirement/Re-appointment of existing Directors;
4. Appointment of Independent Director;
5. Appointment of Auditors for the year ended June 30, 2020 and fix their remuneration;
6. Appointment of Professional Accountant for issuing certificate regarding Compliance of Corporate Governance Code and fix their remuneration.
7. Any other business with the permission of the chair.

By order of the Board

Sd/-

Mohammad Moin Uddin
Company Secretary (Acting)

12 December, 2019
Dhaka.

Notes:

- Shareholders whose name appears in the share register of the company or in the Depository Registers as on “**Record Date**” i.e. **05 December, 2019** are eligible to attend the Annual General Meeting (AGM) and receive the dividend.
- A shareholder entitled to attend and vote at the meeting may appoint a proxy or proxies in his/her stead and forms of proxy must be lodged at the Company's Share Office, 291, Fakirerpool, (Jamindar Bari – 9th Floor) Apt # B-9, Inner-Circular Road, Arambagh, Motijheel, Dhaka-1000 not later than 48 hours before the AGM.
- Shareholders are requested to update their **12 digit ETIN** information through their respective Depository Participant (DP) before the AGM date.
- The Annual Report 2018-2019 and Proxy Form are available at the Company's Website: www.rsrmbd.com.
- Annual Report will also be sent to the individual email address of the shareholder's mentioned in their respective BO account.

“Admission to the meeting room will be strictly on production of attendance slip”.

Special Notes: No benefit or gift in cash or kind shall be given to the shareholders as per Bangladesh Securities and Exchange Commission's Circular No. SEC/CMRRCD/2009-193/154 dated October 24, 2013.